



Summer Student Camp Supervisor (Museum) (Job # 2023-118-IE)

Department:	Community Services - Museum
Status:	Full Time, Seasonal
Date Posted:	February 12, 2024
Date Closing:	February 29, 2024, 4:30 p.m.
Number of Positions:	1
Scheduled Hours/Shifts:	35-40 hours per week
Salary:	\$18.16 - \$20.43 per hour

Why Stouffville?

Working for the Town of Stouffville means being a part of a tight knit workforce, where we foster a sense of belonging. The Town is dedicated to supporting employees by offering competitive wages, opportunity to participate in OMERS pension plan, complementary gym membership and access to our employee discount program.

Those joining the Heritage, Events & Theatre Operations team will work with a team of dedicated professionals in their field. This opportunity will allow you to learn about the different aspects of the work that we do at the Museum. Work on developing new and exciting programs at the Museum while improving current programming to foster a fun camp experience for children aged 6-12.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

Position Purpose:

The Whitchurch-Stouffville Museum & Community Centre is accepting applications for a Camp Supervisor. This is a summer position with the number of work weeks dependent on program registration, from June to end of August; approximately 35-40 hours/week. Weekly hours may vary. The Camp Supervisor is responsible for the day-to-day coordination, design, delivery and monitoring of day camp programs, including program planning, delivery, and appropriate staff supervision. Duties include the design and daily facilitation of activities for day camp programs, including education, crafts, sports, special guests, and related activities; incorporating the protection of the heritage buildings & safety of artifacts into program design; liaising with parents, program participants, and general public; ensuring a safe program environment, including active supervision and monitoring of children and equipment in accordance with departmental procedures. The Camp Supervisor must attend and participate in all staff and camp-related activities (training, meetings, etc.) as required. This position may be funded by the Federal Government's "Canada Summer Jobs" program.

Qualifications and Requirements:

- Currently enrolled in a post-secondary education in History, Education, Recreation or related program
- Demonstrated experience in children's program and/or camp coordination and delivery
- Excellent interpersonal skills, organizational skills, communication skills, coaching and child/staff supervisory skills
- Superior problem-solving skills; ability to follow established site safety procedures
- Ability to deal courteously and effectively with the program participants, parents, the general public, staff and any special guests

- Creative program instruction/delivery skills; good interpersonal, organization, & child supervisory skills
- Standard First Aid Certification, High Five Training - Principles of Healthy Child Development (can be completed after hiring),
- Vulnerable Sector Screening is required
- Must be at least 18 years of age and under the age of 30

How to apply:

Please forward your resume in confidence by **February 29, 2024 at 4:30 p.m.**, identifying **Job # 2023-118-IE** in the subject line to hr@townofws.ca.

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*.

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.